



Reference no

Log no

141

For office use

## Community Area Grant Application Form 2010/2011

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

**We strongly advise that you contact your Community Area Manager before completing your application.**

### 1 - Your organisation or group

Name of organisation	DILTON MARSH FLOWER AND HANDICRAFT SHOW		
Contact name			
Contact address			
Contact number		e-mail	
Organisation type	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

### 2 - Your project

In which community area does your project take place? (Please give name – see section 3 of the grants pack)	WESTBURY
Does your town/parish council know about your project?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
What is your project?  Important: This section is limited to 300 characters only (inclusive of spaces).	THE PROJECT IS TO RUN AN ANNUAL FLOWER AND HANDICRAFTS SHOW WHICH WILL ENCOURAGE AND ENHANCE THE PRACTICES OF HORTICULTURE AND HANDICRAFT SKILLS IN THE PARISH OF DILTON MARSH
Where will your project take place?	THE MEMORIAL HALL, DILTON MARSH
When will your project take place?	ANNUAL EVENT
How many people will benefit from your project?	40+ EXHIBITORS & 300+ VISITORS
How does your project demonstrate a direct link to the community plan for your area?  Please provide a reference/page no.	ENCOURAGES ACTIVE PARTICIPATION IN THE COMMUNITY FOR EXHIBITORS, ENHANCES CIVIC PRIDE AND PROVIDES ACTIVITY FOR VISITORS.

**What is the link between your project and other local priorities?** e.g. Priorities set by your area board and parish plans.

NO DIRECT LINK BUT FULLY SUPPORTIVE OF THE AIM TO ENGENDER AND GROW CIVIC PRIDE AND WIDE PARTICIPATION OF THE COMMUNITY

**How did you discover there was a need for your project and how will your project benefit your local community?**

**Important: Please do not type in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)**

**WI RAN A FLOWER AND CRAFT SHOW FOR MANY YEARS, BUT IT WAS RESTRICTED TO THE WI. THE SAME WAS TRUE OF THE GARDENING CLUB. COMBINING THE TWO WILL MAKE THE EVENT ACCESSIBLE TO THE ENTIRE PARISH (POPULATION MORE OR LESS 2,000 OF ALL AGES).**

**Any other information about your project.**

1. THIS PROJECT FITS INTO THE WIDER FABRIC OF THE LOCAL IDENTITY AND THE WISH TO GENERATE A VIBRANT SOCIETY IN THE CIVIL PARISH. IT IS LIKELY TO SUPPORT THE AMBITIONS OF THE OLDER SECTIONS OF THE COMMUNITY AND THOSE WITH A WISH TO EXHIBIT THEIR CREATIVE WORK.

2. THE PROJECTED FINANCES AT SECTION5 ARE FOR THE CURRENT FY.

3. TO DATE, THE PROJECT HAS RELIED ON BORROWING EQUIPMENT AND MAKING DO WITH DIY ADVERTISING. THE REQUEST IS FOR £320. THIS IS TO ALLOW FOR THE PURCHASE OF PROPER ADVERTISING, FOR EXAMPLE BANNERS AND A PROPER EXPOSURE IN LOCAL MEDIA. IF THIS APPLICATION IS SUCCESSFUL, THE PROJECT CAN BE CONSOLIDATED AND EXPANDED TO BECOME A COMMUNITY "STAPLE". THEREAFTER, THE PROJECT WILL BECOME SELF FUNDING FOR RUNNING COSTS.

4. FOLLOW UP COMMUNICATION SHOULD BE THROUGH THE PROJECT CHAIRMAN'S E-MAIL.

### 3 - Management

**How many people are involved in the management of your group/organisation? 6**

**Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b>	<input type="text" value="2"/>	<b>Female</b>	<input type="text" value="4"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Black and Minority Ethnic people</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>

**If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

PARISH COUNCIL GRANT, BUT AIM IS TO BE SELF FUNDING

**If you were not awarded the full amount requested, what would be the impact on your project?**

LIMITATION ON SCOPE AND WORST CASE IS CANCELLATION

**How will you know whether your project has made a difference in the community?**

FEEDBACK FROM EXHIBITORS AND VISITORS AND GENERAL OBSERVATION

**Have you contacted Charities Information Bureau for help with your application/ to seek funding?**

Yes

No

**To who have you applied for funding for this project (other than Wiltshire Council)?**

LOCAL WI, LOCAL GARDENING CLUB AND PARISH COUNCIL

**Have you been successful?**

Yes

No

**Have you or do you intend to apply for a grant from another area board within this financial year?**

Yes

No

**If yes, please state which ones.**

**Are you in receipt or anticipating other funding from Wiltshire Council for this project?**

Yes

No

**4 - Information relating to your last annual accounts (if applicable)**

**Year ending:**

**Month:** SEPTEMBER

**Year:** 2010

**A - Total income:**

£80

**B - Minus total expenditure:**

£140

**Surplus/deficit for year: (A minus B)**

£-60

**Free reserves held:**

£NIL

## 5 - Financial information

Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)	
			P/C
HIRE OF HALL	£60	Own fundraising/reserves	£
PRINTING	£100		£
JUDGES' FEES	£80	Parish/town council	£
BANNERS	£100		£
ADVERTISING IN LOCAL MEDIA	£60	Trusts/foundations	£
	£		£
	£	In kind	£
	£		£
	£	Other	£
	£	ADVERTISING IN PROGRAMME	£20
	£	ENTRY FEES	£60
	£		£
	£		£
<b>Total Project Expenditure</b>	<b>£400</b>	<b>Total Project Income</b>	<b>£80</b>

<b>Total project income B</b>	£80
<b>Total project expenditure A</b>	£400
<b>Project shortfall A – B</b>	£-320
<b>Award sought from Wiltshire Council Area Board</b>	£320
<b>Bank Details</b>	
<b>Please give the name of the organisations' bank account e.g. Barclays</b>	
<b>Please give the title name of the organisations' bank account e.g. current</b>	

## 6 – Supporting information – Please enclose the following documentation

### Enclosed (please tick)

- Written quotes including the one you are going to use
- Latest inspected/audited accounts or annual report
- Income and expenditure budget for current financial year
- Project budget (if applicable)
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

**For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.**

**7 - Equalities and Inclusion – Wiltshire Council is committed to ensuring that its work through the Area Boards benefits all sections of our community and promotes equality and inclusion. To assist us in assessing how your application aims to meet our commitment to equality and inclusion, please provide a brief answer to the following:**

**a) How does your project work to either (a) promote equality and access to services/facilities, and/or (b) reduce disadvantage?**

SEE ATTACHED

**b) How does your project work to promote inclusion, participation and good community relations?**

**c) Is your project targeted at a specific group? If yes, please tick any of the following which apply**

- Under 25's    Over 50's
- Mostly or all men/boys                       Mostly or all women/girls
- Specific minority ethnic groups (please state which groups)
- Specific faith groups (please state which groups)
- People/families on low income
- Other disadvantaged groups (please state which groups)

**8 - Declaration (on behalf of organisation or group) – I confirm that...**

- I have read the funding criteria
- The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.
- If an award is received, I will complete and return an evaluation sheet.
- That any other form of licence or approval for this project has been received prior to submission of this application.
- That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.    Child Protection    Public Liability Insurance
  - Equal opportunities    Access audit    Environmental impact
  - Planning permission applied for (date)                      or granted (date)
- That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.
- I give permission for press and media coverage by Wiltshire Council in relation to this project.

**Name:**

**Date:** 14/01/2011

**Position in organisation:**

**Please return your completed application to the appropriate Area Board Locality Team**